

Tennessee State Board of Accountancy Seeking Qualified Investigator

The Accountancy Board Investigator serves at the pleasure of the Tennessee State Board of Accountancy, in cooperation with and assistance from the Executive Director and Legal Division. The Board is within the Division of Regulatory Boards in the Tennessee Department of Commerce and Insurance.

The Department of Commerce and Insurance is an Equal Opportunity Employer.

Compensation and Benefits:

Commensurate with education and experience; State benefits

Qualifications, Education and Skills:

Education: Bachelor's Degree from an accredited college or university

Experience: Minimum 5 years of experience as a CPA. Preference will be given to those with 5 or more years of progressively responsible accounting and auditing experience to include a thorough knowledge of standards such as GASB, FASB, GAAP, GAAS, SSAEs and SSARS. Experience conducting investigations and preparing reports preferred.

Other Requirements:

A Certified Public Accountant (CPA) with an active license

A valid motor vehicle operator license is required

Duties:

- Assist the Board, in cooperation with the legal division, in conducting professional investigations of licensees and firms in response to complaints filed with the Board of alleged violations of the TN Accountancy Law and/or rules.
- Schedule appointments, conduct interviews, review work product
- Research case files and computer databases to gather case histories, court records, affidavits and previous related complaints needed to use in investigating complaints of misconduct by licensees
- Collect, examine and secure all evidence that pertains to each case
- Draft affidavits and other documentation necessary to support each investigation
- Prepare and submit investigative reports that accurately reflect the facts and circumstances uncovered during the investigation, properly referencing and cross referencing any law and/or rule violations applicable to the case
- Adhere to standardized department metrics
- Review reports received from the Public Companies Accounting Oversight Board (PCAOB), the Securities and Exchange Commission (SEC) and other regulatory bodies to assist in determining whether specific investigations are warranted based on the reports
- Act as a resource and technical advisor to the Executive Director and Legal Division regarding complex accounting issues
- Provide sworn testimony at hearings
- Attend Board meetings and other scheduled meetings, as required
- Prepare and conduct state specific ethics presentations across the state, as requested
- Work with existing staff to implement processes that aim to reduce the length of time it takes for complaints to be resolved

Additional:

Travel throughout the state and occasional overnight stays are part of the position.

If you are interested in this position, please send your resume to Wendy Garvin at Wendy.Garvin@tn.gov.